



We are sharing our updated safety plan with you, so that we are all aware of what it takes for Collective members to gather in person at the Baggage Building Arts Centre. Many members - including facilitators and staff - live with compromised immune systems. We ask that everyone go above and beyond what we outline in our safety plan, to ensure the safety of ourselves and those around us.

****To view recent additions regarding Covid-19 Screening and Vaccine Verification, scroll to the bottom of this document.***

We will continue to learn how to work and build community under these circumstances, will update our safety procedures as required, and are open to hearing from those involved. If you have any considerations, ideas or feedback, please contact our Program Coordinator, **Carol Kajorinne**, at mindfulmakerscollective@gmail.com | **(807)708-4612**.

When participating in workshops offered in person, here are a few steps being taken by Mindful Makers members, staff, and arts facilitators to ensure the safety of all involved:

- **Art supplies, frequently touched surfaces and work stations will be sanitized before and after class by staff.** Mindful Makers has hired a part-time staff person, Tamara Rose, to assist with this. If you wish to help clean up, but are uncertain of if/how you could, please ask Tamara.
- Tamara will **greet people at the door**, ensuring they have a **mask** and are on our **registration** list. Prior to entering the workshop area, **everyone will be required to answer screening questions** (see below)
- **Masks** will be required while in the space - bring your own, or use the (free) masks available (see note on masks below)
- **Hand sanitizing** upon arriving in the building will be required, using our sanitizer (or hand washing if you are sensitive to sanitizer) and frequent hand washing will be promoted.

- You will be encouraged to use **alternative greetings** such as a head nod or wave, as shaking hands and hugging will not be permitted
- All workshops/events will **require registration**.
- The number of workshop **participants** will be small; to **6-12 individuals**, depending on the workshop, preference of the arts facilitator, and health and safety measures in place at the time.
- Experiences that were “**drop-in,**” like **Open Studio**, will now **require members to RSVP** through our website, or by emailing or texting Carol.
- The building will be **closed to the public during workshops** - please ring the doorbell
- **If you require assistance** to get in and out of the building, please **let us know in advance** so we can arrange for someone to be present or can add your attendant / family / friend to our registration & contact tracing list.
- **Can't wear a mask due to an underlying health condition?** You are welcome to attend and will be asked to maintain 2m physical distance from others. If one-on-one instruction is required from the arts facilitator, they will do their best to offer instruction at a safe distance. If hands-on assistance is required, and physical distance is not an option, the instructor will put on a face shield while instructing. We also have shields available for participants to use.
- We will **increase the spatial separation between work surfaces**; having one person per table. If the workshop size is larger, we will put two tables together and place chairs at each corner so that three-four people can sit together.
- **Sharing of art supplies will not be permitted**. However, we do understand that some workshops require multiple people to use the same tool. In this case, Mindful Makers staff will sanitize the tool before and after each use.
- If experiencing a **cough or sneeze, do so into the bend of your elbow or a tissue** and throw tissues away immediately into a lined wastebasket, and wash hands using soap and water or alcohol-based hand sanitizer. If symptoms develop the person must immediately be separated from others, instructed on cough etiquette and sent home (not using public transit, if possible).

- On nice days, we will **open windows to increase ventilation** (if participants that day are okay with this as some have allergies). Note: the building does have a really great ventilation system!
- Mindful Makers are not permitted to provide snacks. And **individuals are not to share snacks or beverages**. To promote the wellness and focus of our member artists, snacks and beverages are **welcome only at your workstation**. Masks may be removed temporarily, and put back on immediately after - especially if you need to get up / move around.
- **Posters will be up** (and promoted) around the space that demonstrate cough etiquette, hand sanitizing and washing, physical distancing and mask wearing.
- **Garbage cans** will be handy for safely tossing any tissues or used masks, etc.

Addendum (Additions)

October 15, 2020

- The **book rack** has been tucked away by the City, and is unavailable for reference resources until further notice.
- We have purchased large plastic **bags for placing items/artwork** you will be using during our programs from week to week. This way, we don't have to disinfect things like paper surfaces and can store them safely.
- **Taking breaks** from wearing a mask is encouraged by stepping outside for a breath of fresh air.
- **Bathrooms will be disinfected** by our Studio Assistant between each use.

February 16, 2021

- Currently, the total number of people allowed in the facility is **20**
- The doors are locked at all times, as the building is closed to the public. Please **ring the doorbell for entry**.
- **Please enter the *main door,*** so that active screening can be done away from the workshop area

- A NOTE ON MASKS AND SAFETY:

Public Health Canada recommends wearing a **three layer mask that includes a middle filter layer**. How masks are made and how they fit (snuggly around the nose and chin) matters. Many masks are single layer, but can be modified to fit snuggly, or to add another layer. **We have (free) masks available for use during workshops**. We also have sewing needles and thread, if you wish to modify your mask. For more information on masks, see this short video by the Thunder Bay Public Health Unit: <https://youtu.be/ZeCEf0eZsOI>

September 28, 2021

VACCINATION VERIFICATION

- As of September 22, 2021 the Province of Ontario government requires patrons entering recreational facilities (ie. the Baggage Building Arts Centre) to provide **proof of identification and of being fully vaccinated against COVID-19**. We will have a Covid-19 Safety person greeting people at the door to check vaccination verification or exemption prior to entry.
- Vaccination certificates may be **shown electronically or in hard copy**; we do not retain a copy of the certificate.
- If you are **exempt** to being vaccinated, you are to **provide a written document**, completed and supplied by a physician, nurse practitioner or registered nurse (extended class), that sets out, in accordance with the Ministry's guidance (i) a documented medical reason for not being fully vaccinated against COVID-19, and (ii) the effective time-period for the medical reason.
- **This must be done at every visit** as proof of ID and/or vaccination will not be retained or recorded in any way.

*NEW COVID-19 SCREENING TOOL

- **This NEW online Recreation Facilities Covid-19 SCREENING TOOL must be filled out prior to arriving at the Baggage Building Arts Centre:**

<https://forms.thunderbay.ca/Recreation-Facilities-COVID-19-Screening-Tool>

Once submitted, an email will be sent to the email address provided. Proof of completing this tool must be shown prior to entering the recreation facility.

Anyone without access to email/internet will be required to fill out the questions with assistance from staff, prior to entering the building. *To review the questions, click the above link.*

- If you do not pass the screening tool, you will not be able to enter the building (including any outdoor, or partially outdoor, workplaces). You should go home to self-isolate immediately and contact the Thunder Bay COVID-19 Assessment Centre (807-935-8100), their health care provider, or call Telehealth Ontario (1-866-797-0000) to get advice or an assessment, including if they need a Covid-19 test.
- If you become ill or develop symptoms while in the facility, you should leave the facility immediately, self-isolate and contact Public Health for information regarding COVID-19 testing.
- Any collection of personal information is made under the authority of the Ministry of Health COVID-19 Guidance for facilities for sports and recreational facilities during COVID-19. Personal information is collected in compliance with the Municipal Freedom of Information and Protection of Privacy Act. Personal information is collected for the purpose of complying with provincial orders related to the COVID-19 pandemic. None of your personal information will be shared, rented, sold or otherwise released to any third party without your consent. Any questions about this collection should be directed to the City of Thunder Bay at: 625-2351.